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1976 Census of Canada

# Instruction Booklet



## Steps to follow when completing your census questionnaire

- 1** Study the example of a completed portion of a census questionnaire on the other side of this page.
- 2** List all members of your household on page 2 of the questionnaire (or on a second page 2 of another questionnaire if necessary). You will find instructions on the questionnaire cover showing who should be included as a member of your household and who should not.
- 3** Answer all questions on pages 2 and 3 of the questionnaire except those in the section marked "Office Use Only" and "Census Representative's Use Only".
- 4** Pages 4 and 5 contain exactly the same questions as pages 6 and 7. Complete pages 4 and 5 for the first, second and third persons listed in Question 1. Complete pages 6 and 7 for the fourth, fifth and sixth persons.

- 5** If you *have received* a return envelope with your questionnaire, place your completed questionnaire in the envelope and mail on June 1. A postage stamp is not necessary.
- 6** If you *did not* receive a return envelope, keep your completed questionnaire in a safe place. The Census Representative will collect it soon after June 1.
- 7** If you are still puzzled by a question after reading the instructions, call our Telephone Assistance Service. The Telephone numbers to call are listed on the outside cover of the questionnaire. All calls are free of charge.

### Note:

Please do not make marks in the spaces marked "Office Use Only" and "Census Representative's Use Only".

### What the census is all about

Nearly every country in the world takes a complete inventory of its population at regular intervals. This operation is called a census. Municipal, provincial and federal governments, business, industry and many other agencies and organizations in Canada need to know the conditions that actually exist at a specific point in time to plan for the future.

The information you give us will help us to find out:

- the kind of people who live in Canada;
- the types of families we have;
- what our homes are like;
- many other aspects of social and economic life in Canada.

Facts like these become statistics when combined into tables of numbers. Without your help on Census Day, these facts will never be available.

The vast array of reliable information that comes from a census can help governments, businessmen and many other organizations develop services that will help you.

All planning — from factory production to road-building to old age pensions — depends on the facts which are provided by statistics.

### Census statistics tell us that:

- in 1971 Canada's population was 21,568,310 — an increase of

more than one and a half million over 1966.

- the number of children under 5 years declined by almost 400,000 between 1966 and 1971.
- more than 800,000 Canadians were living alone in 1971 compared to less than 600,000 in 1966.

### Only Statistics Canada officials see your questionnaire

The only people who ever see census questionnaires are employees of Statistics Canada who have taken an Oath of Secrecy that all census information remains strictly confidential. The law provides that no other individual, no other government department, has access to the information you provide.

### Why are your personal names required?

Your name is required to avoid errors such as counting the same person twice or even missing someone altogether.

### Why do we ask about your dwelling?

Federal, provincial and municipal governments need to know information about existing housing to plan effectively to deal with housing shortages. Business, industry and institutions of all kinds need this information to serve you in the best and least expensive way.

## Example of a completed portion of the questionnaire

Page 2. Please start with Question 1 by listing names

1. Print the NAMES of usual residents of this dwelling on June 1, 1976:			2. RELATIONSHIP TO HEAD OF HOUSEHOLD			3.			4.			5.			6. DATE OF BIRTH					
(a) who are present in this dwelling,			THE RELATIONSHIP to head is EITHER his husband OR wife, the parent where there is one parent only, with unmarried children, or any member of a group sharing a dwelling equally.			SEX			MARITAL STATUS			MOTHER TONGUE			YEAR OF BIRTH					
(b) or temporarily away (such as on business, at school, in hospital, etc.).			"Other" should include grandchild, uncle, aunt, nephew, niece, in-laws such as brother-in-law or daughter-in-law, etc., employer, partner, lodger, employee's wife, lodger's son, etc.									Language FIRST spoken and STILL UNDERSTOOD								
Include persons with no other home.			Fill one circle only or specify			Fill one circle only			Fill one circle only or specify			Please print			MONTH AND YEAR OF BIRTH					
For definitions and order of listing, see Instruction Booklet.															MONTH OF BIRTH					
															DÉCADE (Such as the 1970's, 1960's, 1950's, etc.)					
															ACTUAL YEAR (in decades)					
PERSON 1			<input checked="" type="radio"/> HEAD of household <input type="radio"/> Son or daughter of head <input type="radio"/> Father or mother of head <input type="radio"/> Brother or sister of head			<input type="radio"/> Male <input checked="" type="radio"/> Female			<input type="radio"/> Single (never married) <input checked="" type="radio"/> Now married <input type="radio"/> Widowed <input type="radio"/> Divorced <input type="radio"/> Separated			<input type="radio"/> English <input type="radio"/> French <input type="radio"/> German <input type="radio"/> Italian <input type="radio"/> Ukrainian			<input type="radio"/> Feb. Month  1921 Year			<input checked="" type="radio"/> 0 Jan. to May <input type="radio"/> 0 196 <input type="radio"/> 0 195 <input type="radio"/> 0 194 <input type="radio"/> 0 193 <input checked="" type="radio"/> 0 192		
<b>Smith</b> Last name																		<input type="radio"/> 0 197 <input type="radio"/> 0 196 <input type="radio"/> 0 195 <input type="radio"/> 0 194 <input type="radio"/> 0 193 <input type="radio"/> 0 192		
<b>John</b> <b>J.</b> First name Initial																		<input type="radio"/> 0 0 <input type="radio"/> 0 1 <input type="radio"/> 0 2 <input type="radio"/> 0 3 <input type="radio"/> 0 4		
																		<input type="radio"/> 0 5 <input type="radio"/> 0 6 <input type="radio"/> 0 7 <input type="radio"/> 0 8 <input type="radio"/> 0 9		
PERSON 2			<input type="radio"/> Wife or husband of head <input type="radio"/> Son or daughter of head <input type="radio"/> Father or mother of head <input type="radio"/> Brother or sister of head			<input type="radio"/> Male <input checked="" type="radio"/> Female			<input type="radio"/> Single (never married) <input checked="" type="radio"/> Now married <input type="radio"/> Widowed <input type="radio"/> Divorced <input type="radio"/> Separated			<input type="radio"/> English <input type="radio"/> French <input type="radio"/> German <input type="radio"/> Italian <input type="radio"/> Ukrainian			<input type="radio"/> June Month  1925 Year			<input type="radio"/> 0 Jan. to May <input checked="" type="radio"/> 0 196 <input type="radio"/> 0 195 <input type="radio"/> 0 194 <input type="radio"/> 0 193 <input checked="" type="radio"/> 0 192		
<b>Smith</b> Last name																		<input type="radio"/> 0 0 <input type="radio"/> 0 1 <input type="radio"/> 0 2 <input type="radio"/> 0 3 <input type="radio"/> 0 4		
<b>Mary</b> <b>C.</b> First name Initial																		<input type="radio"/> 0 5 <input type="radio"/> 0 6 <input type="radio"/> 0 7 <input type="radio"/> 0 8 <input type="radio"/> 0 9		
PERSON 3			<input type="radio"/> Son or daughter of head <input type="radio"/> Father or mother of head <input type="radio"/> Brother or sister of head			<input type="radio"/> Male <input checked="" type="radio"/> Female			<input type="radio"/> Single (never married) <input checked="" type="radio"/> Now married <input type="radio"/> Widowed <input type="radio"/> Divorced <input type="radio"/> Separated			<input type="radio"/> English <input type="radio"/> French <input type="radio"/> German <input type="radio"/> Italian <input type="radio"/> Ukrainian			<input type="radio"/> Dec. Month  1949 Year			<input type="radio"/> 0 Jan. to May <input checked="" type="radio"/> 0 196 <input type="radio"/> 0 195 <input type="radio"/> 0 194 <input type="radio"/> 0 193 <input checked="" type="radio"/> 0 192		
<b>Smith</b> Last name																		<input type="radio"/> 0 0 <input type="radio"/> 0 1 <input type="radio"/> 0 2 <input type="radio"/> 0 3 <input type="radio"/> 0 4		
<b>Thomas</b> <b>E.</b> First name Initial																		<input type="radio"/> 0 5 <input type="radio"/> 0 6 <input type="radio"/> 0 7 <input type="radio"/> 0 8 <input type="radio"/> 0 9		
PERSON 4			<input type="radio"/> Son or daughter of head <input type="radio"/> Father or mother of head <input type="radio"/> Brother or sister of head			<input type="radio"/> Male <input checked="" type="radio"/> Female			<input type="radio"/> Single (never married) <input checked="" type="radio"/> Now married <input type="radio"/> Widowed <input type="radio"/> Divorced <input type="radio"/> Separated			<input type="radio"/> English <input type="radio"/> French <input type="radio"/> German <input type="radio"/> Italian <input type="radio"/> Ukrainian			<input type="radio"/> Apr. Month  1903 Year			<input type="radio"/> 0 Jan. to May <input checked="" type="radio"/> 0 196 <input type="radio"/> 0 195 <input type="radio"/> 0 194 <input type="radio"/> 0 193 <input checked="" type="radio"/> 0 192		
<b>Smith</b> Last name																		<input type="radio"/> 0 0 <input type="radio"/> 0 1 <input type="radio"/> 0 2 <input type="radio"/> 0 3 <input type="radio"/> 0 4		
<b>Jessie</b> <b>L.</b> First name Initial																		<input type="radio"/> 0 5 <input type="radio"/> 0 6 <input type="radio"/> 0 7 <input type="radio"/> 0 8 <input type="radio"/> 0 9		
PERSON 5			<input type="radio"/> Son or daughter of head <input type="radio"/> Father or mother of head <input type="radio"/> Brother or sister of head			<input type="radio"/> Male <input checked="" type="radio"/> Female			<input type="radio"/> Single (never married) <input checked="" type="radio"/> Now married <input type="radio"/> Widowed <input type="radio"/> Divorced <input type="radio"/> Separated			<input type="radio"/> English <input type="radio"/> French <input type="radio"/> German <input type="radio"/> Italian <input type="radio"/> Ukrainian			<input type="radio"/> Nov. Month  1945 Year			<input type="radio"/> 0 Jan. to May <input checked="" type="radio"/> 0 196 <input type="radio"/> 0 195 <input type="radio"/> 0 194 <input type="radio"/> 0 193 <input checked="" type="radio"/> 0 192		
<b>Thompson</b> Last name																		<input type="radio"/> 0 0 <input type="radio"/> 0 1 <input type="radio"/> 0 2 <input type="radio"/> 0 3 <input type="radio"/> 0 4		
<b>Joan</b> <b>K.</b> First name Initial																		<input type="radio"/> 0 5 <input type="radio"/> 0 6 <input type="radio"/> 0 7 <input type="radio"/> 0 8 <input type="radio"/> 0 9		
PERSON 6			<input type="radio"/> Son or daughter of head <input type="radio"/> Father or mother of head <input type="radio"/> Brother or sister of head			<input type="radio"/> Male <input checked="" type="radio"/> Female			<input type="radio"/> Single (never married) <input checked="" type="radio"/> Now married <input type="radio"/> Widowed <input type="radio"/> Divorced <input type="radio"/> Separated			<input type="radio"/> English <input type="radio"/> French <input type="radio"/> German <input type="radio"/> Italian <input type="radio"/> Ukrainian			<input type="radio"/> Sept. Month  1930 Year			<input type="radio"/> 0 Jan. to May <input checked="" type="radio"/> 0 196 <input type="radio"/> 0 195 <input type="radio"/> 0 194 <input type="radio"/> 0 193 <input checked="" type="radio"/> 0 192		
<b>White</b> Last name																		<input type="radio"/> 0 0 <input type="radio"/> 0 1 <input type="radio"/> 0 2 <input type="radio"/> 0 3 <input type="radio"/> 0 4		
<b>Linda</b> <b>A.</b> First name Initial																		<input type="radio"/> 0 5 <input type="radio"/> 0 6 <input type="radio"/> 0 7 <input type="radio"/> 0 8 <input type="radio"/> 0 9		
Person 7			<input type="radio"/> Son or daughter of head <input type="radio"/> Father or mother of head <input type="radio"/> Brother or sister of head			<input type="radio"/> Male <input checked="" type="radio"/> Female			<input type="radio"/> Single (never married) <input checked="" type="radio"/> Now married <input type="radio"/> Widowed <input type="radio"/> Divorced <input type="radio"/> Separated			<input type="radio"/> English <input type="radio"/> French <input type="radio"/> German <input type="radio"/> Italian <input type="radio"/> Ukrainian			<input type="radio"/> Oct. Month  1920 Year			<input type="radio"/> 0 Jan. to May <input checked="" type="radio"/> 0 196 <input type="radio"/> 0 195 <input type="radio"/> 0 194 <input type="radio"/> 0 193 <input checked="" type="radio"/> 0 192		
<b>niece</b> Other (specify)																		<input type="radio"/> 0 0 <input type="radio"/> 0 1 <input type="radio"/> 0 2 <input type="radio"/> 0 3 <input type="radio"/> 0 4		
																		<input type="radio"/> 0 5 <input type="radio"/> 0 6 <input type="radio"/> 0 7 <input type="radio"/> 0 8 <input type="radio"/> 0 9		
Person 8			<input type="radio"/> Son or daughter of head <input type="radio"/> Father or mother of head <input type="radio"/> Brother or sister of head			<input type="radio"/> Male <input checked="" type="radio"/> Female			<input type="radio"/> Single (never married) <input checked="" type="radio"/> Now married <input type="radio"/> Widowed <input type="radio"/> Divorced <input type="radio"/> Separated			<input type="radio"/> English <input type="radio"/> French <input type="radio"/> German <input type="radio"/> Italian <input type="radio"/> Ukrainian			<input type="radio"/> Nov. Month  1920 Year			<input type="radio"/> 0 Jan. to May <input checked="" type="radio"/> 0 196 <input type="radio"/> 0 195 <input type="radio"/> 0 194 <input type="radio"/> 0 193 <input checked="" type="radio"/> 0 192		
<b>employee</b> Other (specify)																		<input type="radio"/> 0 0 <input type="radio"/> 0 1 <input type="radio"/> 0 2 <input type="radio"/> 0 3 <input type="radio"/> 0 4		
																		<input type="radio"/> 0 5 <input type="radio"/> 0 6 <input type="radio"/> 0 7 <input type="radio"/> 0 8 <input type="radio"/> 0 9		

**1** A household consists of a person, a family, or a group of persons occupying one dwelling. It is very important that all usual members of the household (including those temporarily away on vacation, business, at school, etc., as well as those with no usual residence elsewhere) be listed. When entering names, follow the order shown below to ensure that all members of the same family group are enumerated together:

- 1 Head of household
- 2 Wife or husband of household head
- 3 Unmarried children in order of age, eldest first
- 4 Married children and their families
- 5 Other relatives and their families
- 6 Lodgers and their families
- 7 Employees and their families
- 8 Other members of the household.

**2** For statistical purposes (to identify family groups), it is necessary to designate one person as household head and to state the relationship of other household persons to him or her.

In the case of persons related to the household head by blood or marriage and sharing the same dwelling:

Specify as "son or daughter" in addition to own or natural children, any adopted or stepchildren.

Specify the actual relationship of other related persons as follows:

*Grandson, grand-daughter, son-in-law, daughter-in-law, father-in-law, mother-in-law, brother-in-law, sister-in-law, nephew, niece, uncle, aunt or other relative.*

In the case of persons not related to the household head by blood or marriage and sharing the same dwelling:

Specify as "lodger" a person who is unrelated to the head of the household and who pays for accommodation (e.g. a boarder) or who is an unrelated ward, foster or guardian child.

Specify as "partner" a person who is unrelated to the head of the household who has equal access to dwelling facilities and/or shares responsibility for the maintenance of the household (e.g. a room-mate). Specify as "employee" a person who is unrelated to the head of the household who is employed by the household or the household head (e.g. maid, nurse, farm labourer).

Specify other unrelated persons as follows:

*Lodger's husband, lodger's wife, lodger's son, lodger's daughter, employee's husband, employee's wife, employee's son, employee's daughter, partner's husband, partner's wife, partner's son, partner's daughter, inmate, inmate's husband, inmate's wife, inmate's son, inmate's daughter.*

**3** Because some first names, such as Leslie, can refer to either a male or female, the answer to Question 1 is not a sufficient indication of a person's sex. Please fill the circle under either Male or Female.

**4** "Now married" is to be marked for each person whose husband or wife is living, unless the couple are separated or a divorce has been obtained. "Now married" should include the following:

- (i) Persons temporarily living apart because one person is employed

elsewhere or is in the Armed Services.

- (ii) Persons living apart because one person is in a hospital or sanatorium.
- (iii) Persons living common-law.

"Separated" is to be marked for persons (whether or not legally separated) who have been deserted or who have parted because they no longer want to live together but who have not obtained a divorce.

"Divorced" is to be marked for each person who has obtained a legal divorce and has not remarried.

**5** You must be able to understand the language you report in this question. If you do not now understand the first language you spoke, report the next one that you spoke and still understand. Be sure to report one language only as your mother tongue.

For infants who have not learned to speak, report the language spoken most often in the home.

If your mother tongue is a language other than one of the five languages shown on the questionnaire, please print it in the space marked "Other (specify)".

Deaf-mutes should be considered as speaking the language in which they make themselves understood.

**6** Print the month and year of your birth in the first section. Fill the appropriate circles in the second, third and fourth sections. One circle only should be filled for each of these sections. If the actual month and year of birth is not known, give the best estimate possible.

We know from experience that some respondents have difficulty in accurately recording their date of birth by filling in the applicable circles. Therefore, you are asked to print the month and year of birth as well as fill in the circles in order that we may take corrective action if necessary.

**H1** Mark "Yes" or "No" to this question. If there are more than 6 persons in your household, enter the seventh person as Person 1 on the second questionnaire, the eighth person as Person 2, etc.

If there are more than 6 persons in your household and you do not have a second questionnaire, note this in the "Comments" section of your questionnaire, complete the questionnaire for the first six persons in your household and return as instructed. A Census Representative will contact you later to complete the required information on an additional questionnaire.

**H4** If you have no telephone, give a Telephone number where you can be reached. Telephone numbers are required so that if your questionnaire has not been answered completely, the Census Representative can telephone you and get the necessary information.

**H5** According to census definition a dwelling must be structurally separate and have a private entrance from outside or through a common hall or stairway.

If you have to go through someone else's living quarters to enter yours,

It is very likely that yours is not a separate dwelling and you should be enumerated as part of their household.

**H6** Mark "Owned or being bought by you" if the dwelling belongs to you, or to some member(s) of the household, whether it has been fully paid for or not. Include a dwelling under separate ownership in any multiple dwelling structure, such as an apartment owned under a co-ownership arrangement, a condominium, or an individual dwelling in a row.

Mark "Rented" if you are a tenant, even if no cash rent is paid to the landlord. A dwelling which is rented with an option to buy is considered "rented" until the option is taken up.

**H7** Fill the circle opposite the description which best describes your dwelling (your permanent residence or dwelling in which you usually reside). The sketches and comments below will help you decide which circle should be filled.



(a) **Single House** — A structure with one dwelling only, separated by open space from all other structures, except its own garage or shed.



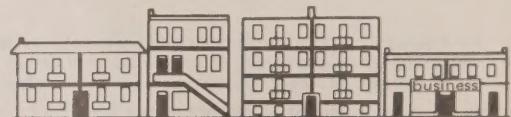
(b) **Semi-detached or Double House** — A dwelling joined to only one other dwelling, separated from it by a wall extending from ground to roof, i.e., one of two dwellings attached side by side, having no other dwellings either above or below and separated by open space from all other structures.



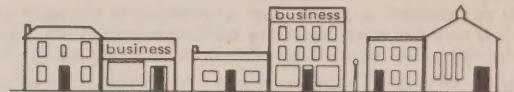
(c) **Duplex** — One of two dwellings, one on top of the other, separated by open space from all other structures. Include any dwelling built as a single house but in which the basement or upper storey has been converted to form another separate dwelling.



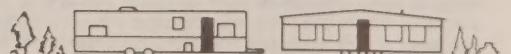
(d) **Row House** — A dwelling unit in a row of three or more dwellings, sharing common walls extending from ground to roof and in which there are no other dwellings either above or below.



(e) **Apartment or Multiple Dwelling** — A dwelling unit in a triplex, quadruplex or apartment building that is separated from other dwelling units by a horizontal division or by both horizontal and vertical divisions. Dwellings in duplexes or triplexes that are attached in rows should be included here. Dwellings such as flats above or within a non-residential structure such as a school or a store should also be included in this category as should structurally separate dwellings in a converted house if they number more than two.



(f) **House Attached to a Non-residential Structure** — A single house attached to a non-residential structure (such as a store, church, etc.), but separated from it by a wall extending from ground to roof.



(g) **Mobile Home** — A movable dwelling designed and constructed to be transported (by road) on its own chassis to a site, and placed on a temporary foundation such as blocks, posts or a prepared pad. It should be capable of being moved to a new location on short notice. Motor homes, travel trailers and camper trailers, if used as permanent residences, should be included under "Other movable dwelling".



(h) Other Movable Dwelling — Dwellings (other than mobile homes) which are used as permanent residences and are also capable of being moved on short notice such as tents, motor homes, travel trailers, camper trailers, railroad cars and houseboats.

**7** Fill the "Yes" circle if you were born *before* June 1, 1961 (i.e. you are 15 years of age or older), and then complete Questions 8 to 12.

Otherwise, fill the "No" circle and do not complete Questions 8 to 12 for this person.

**8** (a) Fill one circle only to indicate highest grade or year attended. (Persons currently enrolled should give their present grade or year.)

Persons studying to complete a regular school grade by private instruction, correspondence or part-time attendance at class should report the grade or year in which these courses would be included in the regular day-time programme.

Persons attending school for the retarded or other institutions where the classes are ungraded, should estimate their grade or year level as closely as possible to the equivalent level of the school system in their province.

For students in secondary schools who are taking courses at different levels, it should generally be possible to establish the grade level from the student's "home room" or the grade or year of the majority of his classes.

Respondents should mark the highest level of education according to the province where the education was obtained, and should not attempt to convert to the equivalent level of the province of present residence. Conversion is only required where the respondent received his education outside of Canada or where he attended an ungraded school.

Persons who received their education outside of Canada or who did not attend a regular graded school, should make the best possible estimate of the level of schooling completed. The following guides may help:

- 1 Grade 13 is *Senior Matriculation* year in Ontario and British Columbia.
- 2 Grade 12 is *Senior Matriculation* year in Nova Scotia, Quebec and the Prairie Provinces.
- 3 Newfoundland, New Brunswick and Prince Edward Island do not have *Senior Matriculation*. The normal school leaving years (*Junior Matriculation*) are Grade 12 in Prince Edward Island and New Brunswick and Grade 11 in Newfoundland.
- 4 In the Classical Colleges of Quebec, "Versification" is considered equivalent to Grade 11.
- 5 In the British system, *5th Form* (*Grammar School* or *Public School*) is considered equivalent to Grade 13 and *6th Form* is equivalent to the first year at university.
- 6 In the Continental system, the first four years of Middle School (*Lyceum*, *Gymnasium*, *College*, etc.) correspond to Grades 9 to 12.

**(b)** Fill one circle only.

University is defined as a degree-granting educational institution which grants a degree, certificate or diploma upon successful completion of a programme of studies. It requires a secondary (high) school diploma or a pre-university qualifying year or its equivalent for entrance.

In calculating years, fill the circle for the number of academic years completed regardless of the actual length of time it may have taken. If you attended a university which used the semester system, consider two semesters with the normal course content as equivalent to one academic year.

If you are currently enrolled in a degree-granting educational institution, indicate your present year.

If you have received your university education in a classical college in Quebec, the following guides may help: "Belles-Lettres" should be considered as "1 year or less"; "Rhétorique" as 2 years; Philo I as 3 years; Philo II as 4 years.

If you have completed one or two years of a transfer course at a community college which are accepted as years of university training, fill the circle for "1 year or less" or "2 years".

If you have completed one or two years of "collégial général" at a CEGEP which are accepted as years of university training, fill the circle for "1 year or less" or "2 years".

If you received university training by correspondence, mark the years equivalent to those you would have marked had the training been taken at a regular university.

**(c)** Fill one circle only.

Post-secondary non-university training is defined as training obtained at non-degree-granting educational institutions. These institutions require a secondary (high) school certificate or its equivalent for entrance and grant certificates or diplomas upon successful completion of a programme of studies. Institutions such as teachers' colleges, nursing schools, community colleges (excluding transfer courses), CEGEPs (excluding general), institutes of technology, colleges of applied arts and technology, and agricultural colleges should be considered here.

In calculating years, fill the circle for the number of academic years completed regardless of the actual length of time it may have taken.

If you received post-secondary non-university training by correspondence mark the years equivalent to those you would have marked had the training been taken at a regular non-degree-granting educational institution.

**9** Mark "Yes" if you have attended at any time since last September:

- 1 an elementary school (public or private);
- 2 a secondary school (high school, collegiate institute, technical high school, vocational high school, or junior high school);
- 3 a university (including colleges which offer courses leading to a degree);
- 4 a seminary;
- 5 an institute of technology, community college or CEGEP (in Quebec);
- 6 a teachers' college;

7 a nursing school;  
8 a private business school or college;  
9 a public or private trade or vocational school;  
10 a school for the blind or deaf which provides a general education programme leading to an elementary or high school diploma.

Consider as attending *full-time* if a person is taking 75% or more of the normal course load in the grade or year in which he or she is registered.

*Part-time* attendance should be considered for organized instructional classes aimed at expanding knowledge or skills. Do not include those activities which have no educational aim or which are not planned in systematic sequence (e.g., isolated public lectures).

If you were attending full-time for part of the year, and part-time for the rest of the year, fill in the circle for "Yes, full-time".

Use the same criteria to determine the type of educational institution which you attended as you used to determine your responses to Question 8.

For those who mark "Yes, full-time" or "Yes, part-time . . . .", fill all circles which apply in response to the question "What kind of educational institution was it?"

**10** Fill the "None" circle if you have received no degree, certificate or diploma.

Fill all circles which apply if you ever obtained any of the following degrees, certificates or diplomas:

#### Secondary (high) school graduation certificate

Fill this circle if you graduated from a high school, collegiate institute, technical high school or vocational high school, where the certificate was classed as a *junior* or *senior matriculation*, honours, general or commercial.

#### Non-university certificate or diploma

Fill this circle if you have a certificate or diploma from a teachers' college, nursing school, community college (both for transfer courses and for vocational and technical), CEGEP (both general and professional) or any other non-degree-granting educational institution.

#### University certificate or diploma below bachelor level

Fill this circle if you have a certificate or diploma obtained at a university, e.g., dental hygiene, occupational therapy, agriculture, etc.

#### Bachelor degree(s)

Fill this circle if you have one or more bachelor degrees, e.g., B.A., B.Sc., B.Comm., B.Eng., B.Arch., B.J., B.Ed., etc.

#### Degree in medicine, dentistry, or veterinary medicine (M.D., D.D.S. or D.M.D., or D.V.M.)

Fill this circle if you have a first level university degree in the fields of medicine, dentistry or veterinary medicine.

#### Master's degree(s)

Fill this circle if you have one or more Master's degrees, e.g., M.A., M.Sc., M.Comm., M.Arch., M.Ed., M.Eng., M.B.A., etc.

#### Earned doctorate

Fill this circle if your academic qualification is an earned doctorate, e.g., Ph.D.

**11** Homemakers, students and retired persons should answer all parts of this question even if you feel they do not apply. Some homemakers, students and retired persons may have worked part or full-time last week or looked for part or full-time jobs, etc. If not engaged in any of the labour market activities covered by questions (a) to (f) you need only answer each part with a "None" or "No" as applicable, since the necessary information for persons in these categories who did not engage in labour market activities will be obtained from other questions (marital status, school attendance, date of birth, etc.).

**(a)** Fill the circle opposite 1-14, 15-19, or 20+ hours according to the actual hours you worked last week under one or more of the following conditions:

1 Worked for someone else (even for an hour) in a full-time or part-time job for wages, salary, piece rates, tips, commission, or payment "in kind" (such as room, board, or supplies received in place of cash wages).

2 Operated your own business or professional practice, alone or in partnership, even if no goods were sold or services rendered.

3 Worked in connection with renting rooms or providing meals for boarders.

4 Operated a farm, either owned or rented, alone or in partnership. Mark hours worked even if no profit was made.

5 Served in the Armed Forces.

6 Worked for pay for non-family members at such jobs as babysitting, keeping house, sewing, delivering papers, etc.

7 Served as a member of a religious order as a minister, priest, monk or nun.

#### Note:

(i) Fill the "None" circle if none of the above conditions apply.

(ii) "Hours without pay, worked for a related member of your household" should be reported in part (b) of this question. Housework in your own home, volunteer work and school homework are not classified as work for the special purposes of this question.

(iii) If absent from your job because you were on paid vacation, paid sick leave or training course *for the full week*, fill the "None" circle in (a) part of this question and the "Yes" circle in (e) part of this question.

(iv) If absent from your job because you were on paid vacation, paid sick leave or training course *for part of the week* and you worked part of the week, fill the appropriate hours circle in (a) part and answer "Yes" for (e) part of this question.

**(b)** Fill the circle opposite 1-14, 15-19, or 20+ hours as appropriate, if you worked without receiving regular money wages for a *related* member of your household in a family business or farm. Otherwise, fill the circle opposite "None".

#### Note:

Self-employed persons should report their hours worked in the (a) part of this question. Because this question is designed to measure the unpaid family work contributing to the production of goods and services for the market, *do not* include the hours that you were involved in housework or household chores.

**(c)** Fill the "Yes" circle, if *at any time* last week, you were on lay-off

from a job to which you expect to return, provided your lay-off has not been longer than 30 days. Otherwise, fill the "No" circle.

(d) Fill the "Yes" circle if you have a new job such as a summer job to which you have agreed to report in the near future. Otherwise, fill the "No" circle.

(e) Fill the "Yes" circle, if at any time last week, you were absent from your job with or without pay because of:

- 1 illness, vacation, labour dispute at your place of work, bad weather, fire, personal reasons, etc.; or
- 2 training course or educational leave provided your job is being held for your return. Otherwise, fill the "No" circle.

Note:

Fill the appropriate hours in (a) part of this question if you worked part of the week. Otherwise, fill the "No" circle.

(f) Fill the 1st "Yes" circle, if at any time last week you:

- 1 actively looked for work. For example:
  - contacted a Canada Manpower Centre;
  - placed or answered job advertisements;
  - wrote letters of application for jobs;
  - registered at a private employment office;
  - met with prospective employers;
  - canvassed friends and relatives.
- 2 would have actively looked for work but did not for any of the following reasons:
  - were temporarily ill;
  - were on an indefinite lay-off (a lay-off more than 30 days), and you expected to be called back to your old job;
  - believed there was no work available in your community. Otherwise, fill the "No" circle.

Students, please note:

Fill the "No" circle, if you are still in school and are looking for work to commence after the end of the school term.

Were you available to start work last week?

Only answer this part of Question 11 (f) if you answered "Yes" to the first part of the question.

Fill in the "No" circle if you were unavailable to start work last week because you:

- were temporarily ill;
- were going to school;
- had personal or family responsibilities;
- already had a job.

Fill in the "Yes" circle if you were available to start work last week.

**12**

Fill one and only one of the four circles

If you have filled the bottom circle, be sure to enter the name of your locality of residence 5 years ago, and the county (or regional municipality, regional district, etc.) and province in which it was located. Where a name is used for both a town and a parish, e.g. Bathurst town and Bathurst parish; or a town or city and a township, e.g. Kingston city and Kingston township; please indicate which is correct by adding the type. If you were living in a municipality

which is part of a large metropolitan area, enter its name rather than the name of the large metropolitan area, e.g. North Vancouver rather than Vancouver; Scarborough rather than Toronto; Laval rather than Montreal; Sainte-Foy rather than Quebec.

We want to measure actual movements of population within Canada, not changes in address due only to municipality boundary or name changes. Therefore, consider your residence 5 years ago in terms of present municipal boundaries.

